



**Franklin City Council Agenda
April 22, 2024
Council Chambers
207 West Second Avenue
Franklin, Virginia 23851**

6:00 P.M. Work Session
Budget Work Session

7:00 P.M.
Regular Meeting

CALL TO ORDER. MAYOR ROBERT L. CUTCHINS
PLEASE TURN OFF CELL PHONES. MAYOR ROBERT L. CUTCHINS
PLEDGE OF ALLEGIANCE
CITIZEN’S TIME
AMENDMENTS TO AGENDA

- 1. INTRODUCTION OF NEW EMPLOYEE:**

- 2. CONSENT AGENDA:**
 - A. Approval of April 8, 2024 meeting minutes

- 3. ORDINANCES & RESOLUTIONS:**
 - A. Resolution #2024-09 – Child Abuse Prevention Month

- 4. FINANCIAL MATTERS**

- 5. OLD/ NEW BUSINESS:**
 - A. City Manager’s Report

- 6. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS**

- 7. CLOSED SESSION**

I move that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects: City Clerk, Franklin City School Board, Board of Zoning Appeals, Eastern Virginia Regional Industrial Facility Authority.

8. ADJOURNMENT

Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins affirmed the motion carried.

Introduction of New Employee:

A. Aaron Barnes, Director of Community Development

The Interim City Manager welcomed Aaron Barnes, Director of Community Development to the podium and stated that Mr. Barnes started with the City was April 1, 2024 and brings a lot of great experience. He is a graduate of University of North Carolina with a Master’s Degree in Urban Planning and a Bachelor’s Degree in Arts, Justice Studies from Winston-Salem State University. Mr. Barnes expressed his excitement to be a part of the City of Franklin and welcomed Council to visit the Community Development Department.

Mayor Robert Cutchins welcomed Aaron Barnes to the City of Franklin.

Consent Agenda:

A. Approval of March 25, 2024 Meeting Minutes

Mayor Robert Cutchins asked if there were any corrections or additions for the March 25, 2024 meeting minutes. Mayor Robert Cutchins entertained a motion to approve the March 25, 2024 meeting minutes as presented. Councilman Linwood Johnson made a motion to approve the minutes with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins affirmed the motion carried.

B. Approval of April 2, 2024 Meeting Minutes

Mayor Robert Cutchins asked if there were any corrections or additions for the April 2, 2024 meeting minutes. Mayor Robert Cutchins entertained a motion to approve the April 2, 2024 meeting minutes as presented. Councilman Linwood Johnson made a motion to approve the April 2, 2024 minutes with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins affirmed the motion carried.

Ordinances & Resolutions

A. Proclamation #2024-06 – National Public Safety Telecommunications Week

**National Public Safety Telecommunications Week
April 14-20, 2024
Proclamation #2024-06**

WHEREAS, emergencies can occur at any time that require Police, Fire or Emergency Medical Services; and,

WHEREAS, when an emergency occurs the prompt response of Police Officers, Firefighters and Paramedics is critical to the protection of life and preservation of property; and,

WHEREAS, the safety of our Police Officers and Firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the City of Franklin, Police-Fire- EMS communications center; and,

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

WHEREAS, Public Safety Telecommunicators are the single vital link for our Police Officers and Firefighters by monitoring their activities by radio, providing them information and ensuring their safety; and,

WHEREAS, Public Safety Telecommunicators of the City of Franklin have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

NOW, THEREFORE BE IT RESOLVED, that the City of Franklin, Virginia City Council declares April 14 - 20, 2024 to be National Public Safety Telecommunicators Week in Franklin, Virginia, in honor of the men and women whose diligence and professionalism keep our City and citizens safe.

Signed this 8th day of April 2024.

Robert "Bobby" Cutchins, Mayor
City of Franklin, Virginia

Mayor Robert Cutchins entertained a motion to approve Proclamation #2024-06 – National Public Safety Telecommunications Week. Councilman Linwood Johnson made a motion to approve with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins affirmed the motion carried.

B. Proclamation #2024-07- National Animal Care and Control Appreciation Week

National Animal Care and Control Appreciation Week
April 14-20, 2024
Proclamation #2024-07

WHEREAS, as a vital part of the Franklin Police Department, the employees of Animal Control are instrumental in protecting the public from dangerous animals; and

WHEREAS, these valuable employees are also dedicated to the rescue of endangered animals, the return of lost animals to their homes and partner with other organizations to find animals loving new homes where appropriate; and

WHEREAS, the National Animal Care and Control Association is committed to the professional development of its members through training, advocacy and development of best practices; and

WHEREAS, the association has designated the second full week in April as an appropriate time to recognize these valued public safety servants.

NOW, THEREFORE BE IT RESOLVED, that the City Council of Franklin declares the week of April 14 through 20, 2024 to be National Animal Care and Control Appreciation Week in Franklin, Virginia, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

Signed this 8th day of April 2024.

Robert "Bobby" Cutchins, Mayor
City of Franklin, Virginia

Mayor Robert Cutchins entertained a motion to approve Proclamation #2024-07- National Animal Care and Control Appreciation Week. Councilman Linwood Johnson made a motion to approve with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wyndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins affirmed the motion carried.

C. Resolution #2024-08 – 100th Anniversary of the Franklin Rotary Club

**100th Anniversary of the Franklin Rotary Club
Resolution #2024-08**

WHEREAS, Rotary International was founded on February 23, 1905, and has now expanded to more than 46,000 clubs worldwide; and

WHEREAS, Rotary International’s mission statement is “to provide service to others, promote integrity, and advance world understanding, goodwill, and peace through our fellowship of business, professional, and community leaders”; and

WHEREAS, the Franklin, Rotary Club was founded on April 16, 1924, by a cross section of sixteen of Franklin’s community leaders, with these charter members being dedicated to the ideals of fellowship and service; and

WHEREAS, the spirit, which imbued the charter members of the Franklin Rotary Club, has continued through the whole one hundred years of its existence, as embodied by the Club’s emulation of Rotary International’s mission statement and its enduring motto, “Service Above Self”; and

WHEREAS, the Franklin Rotary Club has made myriad contributions to the City of Franklin and its citizens throughout these one hundred years by providing scholarships to assist local students in continuing their education; by providing agency grants to local nonprofit organizations to assist them with their benevolent and educational work; by assisting the youth of our community in such endeavors as sponsoring Little League teams and Youth Leadership programs; by partnering with other local entities such as The Village at Woods Edge, the Food Bank, local law enforcement and other local agencies too numerous to mention, with financial assistance and membership participation, with the underlying goal of all being to serve the citizens of our City and surrounding environs; and

WHEREAS, it is entirely appropriate that this council should pause in its deliberations to recognize and celebrate the 100th anniversary of the Franklin Rotary Club, and honor its 100 years of service to the citizens of Franklin and neighboring communities, as it celebrates its 100th year;

NOW, THEREFORE BE IT RESOLVED, be it resolved that Franklin City Council does hereby honor and congratulate the members of the Franklin Rotary Club for 100 successful years of exemplary service to our City and to the citizens of Franklin and surrounding environs, and wish it continued success as it carries Rotary International’s mission into a new century of service.

Passed and Adopted by the Council on this 8th day of April, 2024.

ATTEST:

Robert “Bobby” Cutchins, Mayor
City of Franklin, Virginia

City Clerk, City of Franklin, Virginia

Mayor Robert Cutchins entertained a motion to approve Resolution #2024-08 – 100th Anniversary of the Franklin Rotary Club. Councilman Linwood Johnson made a motion to approve with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wyndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins affirmed the motion carried.

Rev. Dr. Charles Qualls was presented a signed copy of the Resolution by Mayor Robert Cutchins.

Financial Matters:

A. Budget Amendment 2024-18

The Interim City Manager present Budget Amendment 2024-18. She recommended the Council amend the 2023-2024 City Budget as follows:

1. Appropriate the award of two literary loans for the S.P. Morton and Franklin High School Roof Projects and allocate for use;
2. Record the increases and decreases to the City of Franklin Public School grant allocations for use; and
3. Appropriate the VMFA donation to Tourism for Spring Fest to market the Artmobile and allocate for use.

		2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
#1				
100 GENERAL FUND REVENUE				
100-3-41040-0002	Loans from Literary Fund	\$ 2,000,000	\$ 4,000,000	<u>\$ 2,000,000</u>
				<u>\$ 2,000,000</u>
EXPENDITURES				
100-4-93100-9265	Transfer School-Restrict to Roof Project	\$ 2,000,000	\$ 4,000,000	<u>\$ 2,000,000</u>
				<u>\$ 2,000,000</u>
251 EDUCATION CAPITAL REVENUE				
251-3-41050-0100	Transfer from General Fund	\$ 3,000,050	\$ 5,000,050	<u>\$ 2,000,000</u>
				<u>\$ 2,000,000</u>
EXPENDITURES				
251-4-61000-7205	SPM Roof Project	\$ 1,500,025	\$ 2,500,025	\$ 1,000,000
251-4-61000-7501	FHS Roof Project	\$ 1,500,025	\$ 2,500,025	<u>\$ 1,000,000</u>
				<u>\$ 2,000,000</u>

located in front of Wal-Mart. The Department of Tourism has scheduled a number of entertainers to attend the Third Thursday Concert Series as well as the Independence Day Event.

The Interim City Manager informed Council that the Architects have submitted the façade concepts and floor plan for the community center and announced that a concept has been chosen. She also added that Enteros Designs is awaiting on the City’s direction on the courthouse renovation project.

Ms. Burcham stated that the Wetland permit is almost complete. DEQ has issued their permit; therefore we are waiting for the Army Corps of Engineers permit which should be in by the April 12th.

Interim City Manager stated that there is a lot going on within the City of Franklin. She added that there are a number of vacancies on various Boards and Commissions and encouraged individuals to consider serving.

Council/Staff Reports on Boards/Commissions:

Councilman Linwood Johnson informed Council that there will be a Western Tidewater Regional Jail Board meeting on Wednesday, April 10th and excited to have Ms. Burcham join the meeting.

Closed Session

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council adjourn into a closed meeting at 7:28 P.M. pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and staff.; the appointment of an Interim City Manager to various boards, the Franklin City School Board, Industrial Development Authority, HRPDC Community Advisory Committee, Board of Zoning Appeals, Southview Cemetery Advisory Committee, Blackwater Regional Library, Historic Preservation Commission, Beautification Commission, Social Services Advisory Board. The motion was seconded by Vice-Mayor Wynndolyn Copeland.

The motion carried with a vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Absent
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the motion carried.

Motion Upon Return to Open Session

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council certify that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on April 8, 2024 at 7:49 P.M., meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (ii) no action was taken in closed meeting regarding the items discussed.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote 5-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Absent
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins stated the motion carried the vote.

Vice-Mayor Wynndolyn Copeland made a motion to appoint Darlene Burcham to the Western Tidewater Regional Jail Board with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins stated the motion carried the vote.

Vice-Mayor Wynndolyn Copeland made a motion to appoint Darlene Burcham to the Hampton Roads Planning District Commission with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins stated the motion carried the vote.

Vice-Mayor Wynndolyn Copeland made a motion to appoint Darlene Burcham to the Hampton Roads Transportation Planning Organization with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins stated the motion carried the vote.

Vice-Mayor Wynndolyn Copeland made a motion to appoint Darlene Burcham to the Hampton Roads Transportation Advisory Committee with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye

Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins stated the motion carried the vote.

Vice-Mayor Wynndolyn Copeland made a motion to appoint Darlene Burcham to Southeastern Public Service Authority with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Absent

Mayor Robert Cutchins stated the motion carried the vote.

Vice-Mayor Wynndolyn Copeland made a motion to appoint Darlene Burcham to the Community Development Block Grant Committee with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye

Councilman Gregory McLemore **Absent**

Mayor Robert Cutchins stated the motion carried the vote.

Councilman Ray Smith made a motion to appoint Justin Campbell to the Planning Commission with a second from Councilman Linwood Johnson.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson **Aye**

Councilman Mark Kitchen **Aye**

Councilwoman Jessica Banks **Aye**

Vice-Mayor Wynndolyn Copeland **Aye**

Mayor Robert Cutchins **Aye**

Councilman Ray Smith **Aye**

Councilman Gregory McLemore **Absent**

Mayor Robert Cutchins stated the motion carried the vote.

[Adjournment](#)

Vice-Mayor Wynndolyn Copeland made a motion to adjourn the April 8, 2024 City Council meeting at 7:53 P.M. with a second from Councilman Linwood Johnson.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson **Aye**

Councilman Mark Kitchen **Aye**

Councilwoman Jessica Banks **Aye**

Vice-Mayor Wynndolyn Copeland **Aye**

Mayor Robert Cutchins **Aye**

Councilman Ray Smith **Aye**

Councilman Gregory McLemore **Absent**

Mayor Robert Cutchins stated the meeting stands adjourned.

Mayor

Clerk to City Council



Child Abuse Prevention Month
Resolution #2024-09

WHEREAS, regardless of who they are or the circumstances of their birth, all children have the right to safe, secure, and supportive environments, free from abuse and neglect.

WHEREAS, April is National Child Abuse Prevention Month; and

WHEREAS, during Prevention Month, Virginians are reminded of the courage it takes to raise a child and that all parents have the right to the support and knowledge which child rearing demands; and

WHEREAS, child abuse is one of our nation's most serious public health problems, with scientific studies documenting the link between child abuse and neglect and a wide range of medical, emotional, psychological, and behavioral disorders; and

WHEREAS, child abuse can disrupt early brain development, and serious chronic stress can impair the development of nervous and immune systems; and

WHEREAS, children are the foundation of a sustainable and prosperous society, and our prosperity as a state and nation is built on a foundation of healthy child development; and

WHEREAS, child abuse prevention creates a more compassionate society, one which places a high value on the welfare of children; and

WHEREAS, creating communities where families can access an array of supports and resources to address the social, emotional and physical health of their children is the best way to combat child abuse; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships among families, social service agencies, schools, faith communities, civic organizations, law enforcement agencies,, and the business community; and

WHEREAS, displaying a pinwheel during the month of April will serve as a positive reminder that together, we can prevent child abuse and neglect, and by doing so, keep children safe;

NOW, THEREFORE, I, Mayor Robert "Bobby" Cutchins, do hereby recognize April 2024 as Child Abuse Prevention Month in the City of Franklin, Virginia, and I call this observance to the attention of all of our citizens.

Signed this 22nd day of April 2024

Robert "Bobby" Cutchins, Mayor
City of Franklin, Virginia